



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 08/23/2016

SUBJECT: **BID NO. 2016-165 - ANNUAL CONTRACT FOR TEMPORARY KITCHEN PERSONNEL - JUVENILE SERVICES - VARIOUS VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2016-165, Annual Contract for Temporary Kitchen Personnel, for Juvenile Services, to the following vendors at the per unit price:

Primary: A.T. Staffing/Advance'd Temporaries
Secondary PDQ Temporaries, Inc.

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One hundred eighty-three (183) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. Three (3) bids were received.

Bids were evaluated by Juvenile Services and Purchasing representatives. Award recommendations are to the low bids meeting specifications. The low bid received from Equal Opportunity Staffing, LLC was deemed non-responsive for failure to provide the required insurance coverage and failure to provide Form 1295 in the specified timeframe.

The term of the contract is twelve (12) months, effective on October 1, 2016 with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Juvenile Services and Purchasing that Bid No. 2016-165, Annual Contract for Temporary Kitchen Personnel, be awarded to the vendors listed above, at the per unit price.

FISCAL IMPACT:

Expenses for last year were approximately \$1,000.00. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Gwen Peterson, C.P.M., A.P.P.
		APPROVED BY:	